

# SAINT CLAIR AREA SCHOOL DISTRICT

227 South Mill Street  
Saint Clair, PA 17970  
570-429-2716



## MISSION STATEMENT

The mission of the Saint Clair Area School District is to work with the community to provide a safe, welcoming, student-oriented learning environment in which each student is challenged to reflect, question, and create.

## AGENDA

JUNE 10, 2020

A regular meeting of the Saint Clair Area School District Board of School Directors was held at 6:00 PM on June 10, 2020 in the cafetorium of the Elementary/Middle School, 227 South Mill Street, Saint Clair, PA 17970-1338.

1. Call to Order by President, Michael Holobetz

2. Pledge of Allegiance

3. Roll Call

Virginia Bartashus	<u>Present</u>
Scott Clews	<u>Present</u>
Jennifer Fegley	<u>Present</u>
Michael Holobetz	<u>Present</u>
Thomas Kaledas	<u>Present</u>
Bernard Kuperavage	<u>Present</u>
Erin Murhon	<u>Present</u>
Dr. Erin Portland	<u>Present</u>
Jeanette Zembas	<u>Present</u>

4. The Secretary announced that a quorum was present and business could proceed. Others present were 0 citizens; Acting Superintendent, Dr. Sarah Yoder; Principal, Jennifer Buletza; Assistant Principal, Samuel Kochenberger; Solicitor, Thomas J. Campion, Jr. and 0 members of the press.

## NOTICE OF EXECUTIVE SESSION

The Saint Clair Area Board of Directors conducted an executive work session on May 13, 2020 from 6:35 PM to 7:01 PM and June 3, 2020 from 6:58 PM to 8:28 PM to discuss personnel and legal issues. No vote or formal action was taken at that time.

Members of the Public may speak at this time on any items on the Agenda.

SAINT CLAIR AREA SCHOOL DISTRICT

BUDGET ---2020-2021

Secretary Thomas Kaledas announced that the Tentative Budget presented at the meeting on May 13, 2020 has been advertised and final adoption would be in order at this time. Copies were distributed to each member of the Board prior to the May 13, 2020 meeting.

- A. **BE IT RESOLVED** that the Saint Clair Area School District, County of Schuylkill, Commonwealth of Pennsylvania, adopt the Budget in the amount of \$11,580,579.96 for the fiscal year 2020-2021.

**BE IT FURTHER RESOLVED** that the expenditures as set forth therein be authorized for the fiscal year 2020-2021 with the difference between planned expenditures and anticipated revenue coming from the unreserved fund balance.

Moved by Zembas and Bartashus that the Resolution be adopted.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

- B. **BE IT RESOLVED** that the following tax heretofore levied and imposed under the Local Tax Enabling Act No. 511 of 1965; be levied, imposed and continued for the fiscal year 2020-2021 in accordance with the terms of the original tax resolution.

- (1) An Occupational Tax of 100 mills, on \$380.00 Occupational Assessment on each resident of the Saint Clair Area School District for a total of \$38.00.

Moved by Holobetz and Murhon that the Resolution be adopted.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

- C. **BE IT RESOLVED** that the following tax heretofore levied and imposed by the Local Tax Enabling Act No. 511 of 1965, be levied, imposed and continued for the fiscal year 2020-2021 in accordance with the terms of the original tax Resolution.

- (2) A Per Capita Tax on every resident of the Saint Clair Area School District who shall be 18 years of age on or before July 1, 2020 of \$5.00.

Moved by Zembas and Kaledas that the Resolution be adopted.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

**D. BE IT RESOLVED** that the following tax heretofore levied and imposed under Local Tax Enabling Act No. 511 of 1965, be levied, imposed and continued for the fiscal year 2020-2021 in accordance with the terms of the original tax Resolution.

(3) An Earned Income Tax of ½ of 1% on the earned income for every resident of the Saint Clair Area School District.

Moved by     Clews     and     Murhon     that the Resolution be adopted.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

**E. BE IT RESOLVED** that the following tax heretofore levied and imposed under the Local Tax Enabling Act No. 511 of 1965, be levied, imposed and continued for the fiscal year 2020-2021 in accordance with terms of the original tax Resolution and amendments thereto.

(4) A Realty Transfer Tax of 1% of the value of Real Estate or an interest in Real Estate in the Saint Clair Area School District so transferred pursuant to Local Tax Enabling Act and local Real Estate Transfer Tax.

Moved by     Murhon     and     Zembas     that the Resolution be adopted.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

**F. BE IT RESOLVED** that the following tax heretofore levied and imposed under the Local Tax Enabling Act No. 511 of 1965, be levied, imposed and continued for the fiscal year 2020-2021 in accordance with the terms of the original tax Resolution.

(5) A Local Services Tax (LST)-(formerly Emergency and Municipal Services Tax (EMST)) at the rates listed on all non-residents of the Saint Clair Area School District who are engaged during such fiscal year in an income-producing occupation within the Saint Clair Area School District.

Blythe Township	\$ 5.00	District \$5.00
East Norwegian Twp.	\$47.00	District \$5.00
Middleport	\$ 5.00	District \$5.00
New Castle Twp.	\$47.00	District \$5.00
New Philadelphia	\$ 5.00	District \$5.00
St. Clair	\$47.00	District \$5.00

Moved by     Bartashus     and     Holobetz     that the Resolution be adopted.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

**G. BE IT RESOLVED** that the following tax heretofore levied and imposed under the Local Tax Enabling Act No. 511 of 1965, be levied, imposed and continued for the fiscal year 2020-2021 in accordance with the terms of the original Tax Resolution and amendments thereto.

(6) Rate and Basis of the Business Privilege Tax

The rate of this tax on each and every dollar of the whole or gross volume of business transacted within the territorial limits of the Saint Clair Area School District shall be one and one-half mills, (1½ ) that is \$1.50 per \$1,000 gross volume of business, except for wholesale business shall be one (1) mill, that is \$1.00 per \$1,000 of gross volume of business.

Moved by Portland and Zembas that the Resolution be adopted.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

**H. BE IT RESOLVED** that the Per Capita Tax for the year 2020-2021 be set at \$5.00 for persons over 18 years of age in the Saint Clair Area School District, jurisdiction to be authorized under Section 679 the Public School Code of 1949 as revised January 1993.

Moved by Zembas and Fegley that the Resolution be adopted.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

**I. BE IT RESOLVED** that the Saint Clair Area School District set the Real Estate Tax at 38.136 mills, (\$3.8136) on one hundred dollars (\$100) valuation for the area under the jurisdiction of the Saint Clair Area School District.

Moved by Bartashus and Murhon that the Resolution be adopted.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

**J.** Moved by Holobetz and Zembas that the Schuylkill County Recorder of Deeds be designated and retained as the collector of the Real Estate Transfer Tax and receive the commission now established.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

**K.** Moved by Clews and Fegley that the duly elected tax collectors be designated as the collectors of the taxes levied under Act 511 within their

respective municipalities and to receive the salaries now established for them, other than the Business Privilege Tax, Earned Income Tax, LST Tax and the Realty Transfer Tax.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

L. Moved by Bartashus and Holobetz that the Schuylkill County Treasurer be designated and retained as the collector of delinquent real estate taxes for 2012 and prior years and to receive the established commission for collection of same.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

M. Moved by Murhon and Fegley that the Portnoff Law Associates be designated and retained as the collector of delinquent real estate taxes for 2013, 2014, 2015, 2016, 2017, 2018, 2019 and 2020.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

N. Moved by Zembas and Bartashus that the following guidelines for the exemption of taxable from the Occupational Assessment Tax be read and reaffirmed.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

To All Taxpayers of the Saint Clair Area School District:

Please be advised that the following are the guidelines set by the Saint Clair Area School District with respect to the Occupational Assessment Tax. Exonerations shall be granted to:

1. Any person who has an annual earned income of less than \$5,000.
2. Any person who is a full time student. The possibility of exoneration will begin the calendar year after graduation from high school and continue for a maximum of the next 4 calendar years (a total of five years). This will allow for up to ten semesters of enrollment beginning the calendar year after graduation from high school. An allowance will be made for the student not being enrolled for a second time during the ten allowed semesters. When the student is not enrolled for a second time during the ten allowed semesters, that student will not be exonerated from that calendar year forward. Students must provide proof of enrollment for both the spring semester and the fall semester for the year in which they are applying for exoneration. Example: for taxes mailed in July - You must show proof of enrollment for both Spring and Fall semesters.

3. Any person who is on active duty with any branch of the United States Armed Forces.

Any person who does not meet these guidelines and refuses to pay the Occupational Assessment Tax will be turned over to the Delinquent Tax Collector for the District who will collect this tax with penalty added.

O. Moved by         Murhon         and         Zembas         that Berkheimer Associates, Pen Argyl, PA be retained and designated a collector of the Business Privilege Tax, Earned Income Tax, Delinquent Per Capita Taxes, and LST Tax for Blythe Township, East Norwegian Township, New Castle Township, Middleport, New Philadelphia, and St. Clair Boroughs and to receive commission established for collection of same.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

5. Moved by Zembas and Kaledas to approve the following motions:

(Presented prior to Meeting)

Approval of Invoices presented for payment

Approval of the Treasurer's Report for the period ending April 30, 2020

Approval of the Tax Report for the period ending April 30, 2020

Approval of the Cafeteria Fund Report for the month of April

Approval of the Federal Projects Report for the month of April

Approval of Acknowledging receipt of correspondence.

\* Thank You Card – Erin Portland & Family ( Matalavage Funeral)

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

6. Moved by Bartashus and Portland to commit funds for the anticipated employer increase in PSERS, expenditures stemming from pandemic, Debt Service, Capital Reserve and Capital Projects.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

7. Moved by Zembas and Holobetz to transfer \$137,096.70 from the General Fund to Capital Reserve for Debt Service.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

8. Moved by Clews and Fegley to authorize the purchase of a fidelity bond for the treasurer of the school board in the amount of \$35,000.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

9. Moved by Fegley and Murhon to authorize the purchase of a fidelity bond for the secretary of the school board in the amount of \$50,000.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

10. Moved by Bartashus and Zembas to authorize the purchase of a fidelity bond in the amount of \$50,000 for other employees.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

11. Moved by Holobetz and Murhon to exonerate the Tax Collectors from collection of 2019 Delinquent Per Capita Taxes as per the summary available.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

12. Moved by Portland and Fegley to acknowledge Certification Renewal of the District's Safety Committee by the Department of Labor and Industry entitling the District to a 5% discount in workers' compensation rates.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

13. Moved by Bartashus and Zembas to approve the 2020-2021 Homestead and Farmstead Exclusion Resolution as follows:

**SAINT CLAIR AREA SCHOOL DISTRICT**  
**2020-2021 Homestead and Farmstead Exclusion Resolution**

**RESOLVED**, by the Board of School Directors of Saint Clair Area School District, that homestead and

farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2020, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2020:

a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$145,653.83.

b. **Remaining Property Tax Reduction Funds.** Funds will be available during the school year for real estate reduction as a result of undistributed funds from the property tax reduction funds received in 2019-2020. These funds will be added to the allocation for this school year in the amount of \$0.00.

c. **Property Tax Reduction Funds Distributed Over the Allocated Funds.** During the 2019-2020 school year additional funds beyond those funds allocated for property tax reduction were distributed. As a result, those funds distributed in excess of the allocated funds will be deducted from the allocation for this school year in the amount of \$0.00.

d. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$1,793.36.

e. **Aggregate amount available.** Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$147,447.19.

2. **Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. **Homestead property number.** The number of approved homesteads within the School District is 1868.

b. **Farmstead property number.** The number of approved farmsteads within the School District is 0.

c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 1868.

3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(e) aggregate amount available during the school year for real estate tax reduction of \$147,447.19 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 1868 (before considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount), the preliminary calculation of the maximum real estate tax reduction amount



applicable to each approved homestead and to each approved farmstead is \$78.93.

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of \$26.53 will be available during the school year for real estate tax reduction applicable to approximately 1867 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of \$.01. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$78.94, the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$78.94.

4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$78.94 by the School District real estate tax rate of 38.136 mills (.038136), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$2,070, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$2,070.

5. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$2,070. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$2,070. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

6. **Homestead/farmstead exclusion authorization – interim real estate tax bills.** No homestead or farmstead exclusion will apply to any interim tax bill except an interim tax bill applicable to a property that includes an approved homestead or approved farmstead listed in the report received by the School District from the County Assessment Office on or before May 1, but not included in the tax assessment reflected in the July 1 tax bill for the property. In most cases, the assessment of approved homesteads and approved farmsteads will be reflected in July 1 tax bills. However, in any case when there is an approved homestead or an approved farmstead that is not included in the assessment reflected in the July 1 tax bill, and when an interim real estate tax notice is issued later based on an interim assessment including the approved homestead or approved farmstead, the interim tax notice shall reflect a homestead or farmstead exclusion real estate assessed value reduction calculated under paragraph 5, except that the paragraph 4 maximum real estate assessed value reduction will be prorated in the same manner as the real estate tax is pro rated. Assuming the interim tax notice reflects taxation as of July 1, as will occur in most such cases, the full amount of the paragraph 4 maximum real estate assessed value reduction will apply. In the extraordinary case where the new interim tax assessment is effective after July 1, the paragraph 4 maximum real estate assessed value reduction will be pro rated in the same manner as the real estate tax reflected in the interim

tax bill is pro rated.]

Adopted this 10<sup>h</sup> day of June 2020 by a vote of 9 ayes, 0 nays, 0 abstentions and 0 members absent.

ATTEST:

\_\_\_\_\_  
Michael Holobetz, President

\_\_\_\_\_  
Thomas Kaledas, Secretary

**ROLL CALL:**

14. Moved by Zembas and Holobetz to approve the following quotations/agreements:

Jones & Co. Agreement

PSBA Membership

Quote for Title I Resources (Heinamann)

COVID – 19 Triennial Assessment Waiver Request

Joseph McCloskey School of Nursing Agreement

PDE Sponsor to Sponsor Agreement with Child Development, Inc.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0

15. Moved by Holobetz and Zembas to approve the following Agreements with Schuylkill Intermediate Unit

Notice of Adoption of Approved LEA Policies, Procedures, and Use of Funds

Revised 2019 – 2020 Title I Letter of Agreement with Schuylkill Intermediate Unit

**ROLL CALL:**

All members present voted. Motion passed 8 – 1 – 0. (Portland abstained).

16. Moved by Zembas and Kaledas to recommended that the Joint School Agreement for Provision of Facilities, confirming the method of payment for expenses for the operation of the Schuylkill Intermediate Unit 29 Maple Avenue Campus Building, originally dated July 15, 1978, be approved, with an effective date of July 1, 2020 for a term of 10 years, subject to final review and approval of language by the Member School Districts and the I.U.'s solicitor.

**ROLL CALL:**

All members present voted. Motion passed 8 – 1 – 0. (Portland abstained)

17. Moved by Zembas and Bartashus to accept Joe Leskin's bid of \$1,021.21 for the enclosed trailer.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

18. Moved by Clews and Fegley to reappoint Dr. Walter Setlock of Lehigh Valley Physician's Group at a remuneration of \$2,500 per year and examination fees of \$2.00 for students and \$15.00 for employees.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

19. Moved by Kaledas and Holobetz to reappoint Smile Pennsylvania Dental Program at no cost to the District.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

20. Moved by Bartashus and Murhon to accept Jennifer Gorski's letter of resignation as Co-Advisor to the yearbook as presented.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

21. Moved by Fegley and Murhon to acknowledge tenure status:

Jillian Zuk – June 14, 2020  
Riyuichi Narita – June 14, 2020

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

22. Moved by Bartashus and Clews to employ Shane McGrath as a Physical Education/Health Teacher at a salary of \$36,250 based on new teacher’s salary as per contract and pending required documents on file.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

23. Moved by Zembas and Portland to employ the Summer Worker list as presented for Summer Maintenance Work/Summer Food Service Program as presented.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

24. Moved by Murhon and Bartashus to remove the stipulation of Public School Employees Retirement will not be deducted from the Acting Superintendent’s wages as mandated by PSER’s to Sarah Yoder, Ed.D., Acting Superintendent Contract.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

25. Moved by Kaledas and Holobetz to reclassify Samuel Kochenberger from Assistant Principal to Dean of Students/Information Technology Coordinator effective July 1, 2020 at a salary of \$55,250 as per Act 93 Addendum which will be approved at the July 15, 2020 Board Meeting.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

26. Moved by Zembas and Clews to approve the following Superintendent’s Motions as presented:

Approval of Exonerations

Approval of Facility Usage Request – St. Clair Midget Football; Miller – Keystone Blood Drive (Retroactive)

Authorization to advertise for openings that may occur from now until the beginning of school year and July 15, 2020 Work Session/Board Meeting at 6:00 P.M.

Accept, receive, and file the following:

Transfer of Risk Summary

Act 44 – School Safety and Security Coordinator Annual Report

Emergency Meal Distribution Credit Award - \$1,000

School Safety Updates and Life – Threat Assessment & Analysis

**VOICE VOTE:**

Ayes: 9      Nays: 0      Absent: 0

REMARKS

27. Moved by Bartashus and Murhon that the meeting be adjourned at 6:44 P.M.

**ROLL CALL:**

All members present voted. Motion passed 9 – 0.

**DATES TO REMEMBER:**

Work Session/Board Meeting